

Registration Form
D.C. Department of Mental Health
Office of Programs and Policy-Human Resources
Organizational Development
DMH Training Institute, Spring 2005 Series

Please PRINT neatly or type

☐ Mr. ☐ Ms. ☐ Dr. Other: _____

First: _____ Last: _____

Title: _____

Organization: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Fax: _____

E-Mail: _____

Special Needs:

If under the American Disabilities Act (ADA), you require auxiliary aids or services, please fax a written request to (202) 673-7124. The D.C. Department of Mental Health will do its best to accommodate you. Please also call (202-671-2918 or 673-4411) within one day of registration to confirm your request.

Please be sure to clearly PRINT the session number, session date and time. Preferably E-mail completed form to dmh.training@dc.gov Fax to (202) 673-7124 or Mail to: DMH Training Institute, 64 New York Avenue, N.E., 5th Floor, Washington, D.C. 20002. Attention: Dr. Juan Carlos Lovelace, Coordinator, Organizational Development- Contact: DMH Training Institute @ dmh.training@dc.gov or 202-673-7626

Session Number:

Date:

Time:

DMH TRAINING INSTITUTE INFORMATION & ANNOUNCEMENTS

REGISTRATION FORM- Save your registration form to a diskette for e-mailing & reuse. When printing/downloading the brochure, please ensure the brochure is in alignment to capture all the critical registration information. When e-mailing your completed registration form, e-mail attached registration form to dmh.training@dc.gov Please save your brochure session calendar and registration form(s) for reference and verification of session dates, times & locations.

REGISTRATION POLICY-The DMH Training Institute registration policy is on a first come, first serve basis.

CONFIRMATION POLICY-Presently, the Institute's limited staffing resources do **not** permit participant voicemail or e-mail confirmations for series sessions. Unless the Institute contacts you, your enrollment registration is secure for your registered sessions.

SESSION CANCELLATION OR CHANGE POLICY- If the Institute must change or cancel a session, all registered participants will be contacted. Participants should periodically view the DMH website (www.dmh.dc.gov) for notices and announcements.

DMH TRAINING REQUIREMENTS FOR ALL DMH STAFF AND MHRS PROVIDERS

- All DMH Staff and MHRS Provider Staff must take eight (8) hours of **mandatory** cultural competence training annually (Calendar Year-January-December)
- Dixon Decree Training Mandatory Requirements for all DMH and MHRS Staff
 1. Introduction to Adult Mental Health Recovery Principles (May 11, 2005 session)
 2. Mental Health Consumer Recovery and Empowerment sessions